



CITY OF WILLIAMSBURG
MEMORANDUM

TO: Planning Commission

DATE: March 19, 2004

SUBJECT: Public forum and additional work sessions

PUBLIC FORUM

The Williamsburg Community Building has been reserved for our first public forum on the evening of Thursday, May 6. We need to discuss the format of this meeting. Here are my ideas:

- Billed as "A Community Conversation on the Comprehensive Plan."
- Meeting to start 6:30 or 7:00 p.m.
- Welcome by Planning Commission Chairman
- Short presentation on the Update by Reed Nester (15 minutes). Presentation will focus of major areas of concern for the Update.
- Break into two or three discussion groups (depending on attendance)
 - Two or three Planning Commission members will guide the discussion for each group
 - Staff will take notes for each group
 - Group discussion will last one hour
 - Four topic areas will be discussed: neighborhoods and housing, commercial and economic development, environmental issues and parks and open space, transportation issues.
- 15 minute break after discussion group process
- Conclude meeting with Planning Commission members outlining the major issues identified in their discussion group
- Adjourn – meeting anticipated to last two hours

ADDITIONAL WORK SESSIONS

No work sessions are scheduled for April. If we follow our past schedule, we would have a work session on Monday, April 5, 6:30 p.m., and on Monday, April 19 at 3:30 p.m. Groups that the Commission has not yet met with are:

- Colonial Williamsburg Foundation
- Convention and Visitors Bureau
- Williamsburg Land Conservancy
- Williamsburg Association of Realtors and Peninsula Housing and Builders Association

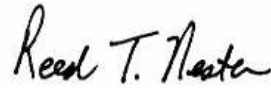
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- Williamsburg Redevelopment and Housing Authority and John Catlett, Williamsburg Codes Compliance Administrator and Building Official

In addition to meeting with groups, we could start reviewing the stated goals and objectives for our current plan and City Council's Goals and Initiatives for the 2003 and 2004 Biennium. I would like to start having discussions on specific land use issues after the public forum on May 6.

A handwritten signature in black ink that reads "Reed T. Nester". The signature is written in a cursive, flowing style.

Reed T. Nester, AICP
Planning Director